Request to Host 2016 KY NASP Individual State Tournament

For questions about this application:

- Name: _____
- Email: _____
- Phone: _____

If you are interested in hosting the KY NASP Individual State tournament for this year, please complete the application below and submit to your Patrick O'Connell (patrick.oconnell@ky.gov) no later than end of day on 9/11/15.   Please complete, print, sign, scan and email back. Only documents signed by the proposed tournament admin and a principal/asst principal from the school will be considered.

The tentative date for this tournament is March 26th 2016. You can submit a proposal with other dates. However, proposals with the preferred dates will receive first consideration. Your proposal must accommodate 600 archers

KY NASP will provide:

1. The State Coordinator to serve as the tournament administrator. The state coordinator has the final word on all aspects of the tournament.
2. The awards for the awards ceremony
3. Use of an Apperson scanner

You must provide:

1. A tournament manager (responsible for ALL aspects of the tournament and must be an adult /non-student) This person must have the skills and ability to handle all aspects of the event.
2. All equipment required for the range (Safety nets, targets, target faces, quivers, bow stands, score boards, pencils, PA system, floor tape and a limited amount of loaner arrows/bows).
3. All equipment/supplies required for scoring/registration (computer, printer, scorecards, copy paper)
   o All staff for the tournament (announcer, admissions, range, registration, scoring, setup and teardown, parking attendants, concession….). All range workers and announcers must watch the Lane Official Training video at http://naspschools.org/resources/
4. Any staff required by the hosting location (custodial, security……)

General Provisions

1. Admission fee will be:
   a. Competing archers – Free
   b. Up to 2 BAI certified coaches per school – Free (must provide BAI card)
   c. Under 6 years old – Free
   d. Ages 6 – 17 - $2
   e. Ages 18 and up - $5
2. The official 2016 NASP® KY Qualifier/Regional/State Tournaments rules must be followed.
3. Registration fee for each archer will be $15 and all registration fees will be paid directly to the host school.
4. Target faces will be replaced after each flight

5. Pencils at the target will not have erasers (Range officials will have erasers)
6. Tournament results will be sent (electronically) to nasptournaments.org immediately following the conclusion of the tournament (by tournament manager or scorer) Results can be loaded to the site after each flight. This is encouraged if possible to allow parents to make a decision on returning for the awards.
7. The tournament range specifications must meet official NASP requirements

Financial

1. The host school will receive/retain all admissions revenue and all concession revenue
2. The host school can offer other optional fundraising opportunities
3. Ky NASP will invoice the host school for payment of registration fees. The host school will be responsible for remitting $10 per registered archer or score submitted (whichever is greater). A participating school MUST pay for all registered archers. It will be the responsibility of the host school to collect these funds for all schools/archers. You will be responsible for payment for all archers (even if payment is not collected from the archer/school). All payments must be completed within 30 days of the conclusion of the tournament.

Proposal

1. Brand(s) of target (Morrell,Field Logic,Rinehart….) _____

    Condition of targets (excellent, good, fair, poor).   _____

Targets must be in the condition stated at tournament time.

2. Host Location(s)

	Location Name	Location Address	City	# Targets*	Spectator Capacity
1					
2					

    * (must have 5 ft per lane/target)

3. Proposed Flight Schedule on each day of shooting: (subject to change by State Coordinator). You can decide how long it will take for you to complete each flight.

Date	1	2	3	4	5	6	7	8
ex. 2/26/2016	9:00 AM	10:00 AM	11:00 AM	12:00 PM	1:00 PM	2:00 PM	3:00 PM	4:00 PM

4. Total number of volunteers available to assist with tasks each day
    - Setup   _____
    - Admissions   _____ (at least one adult/non student at all times per site)
    - Registration/Scoring   _____ (adult/non student)
    - Range/Announcing   _____ (adult/non student) (minimum of 1 per 5 targets)
    - Concession/Parking   _____
    - Teardown   _____

5. What parking do you have available for busses and spectators.

6. How will handle additional archers if your current proposal is not sufficient to accommodate all registered archers (be specific)

7. Please describe your experience with hosting a tournament of this size. Please include specific tournaments/dates, expertise with scoring software/online registration and any other helpful information.   Please provide as much detail as needed to demonstrate your level of expertise.

8. If hosting at multiple locations, please describe how you will handle registration, archer substitutions, archer adds, scoring (managing scorecards) across the different locations. (be specific with your plan. The intent is to make sure you understand how the process and software are designed to work)

Signatures

Tournament Admin: _____ Date: _____

Principal/Asst Prin: _____ Date: _____